

IMPORTANT

Upon submission of an application for licensure to the Board, the applicant shall promptly provide all information deemed necessary by the Board to process the application, including, but not limited to certification of graduation from medical school, photograph of applicant, internship certificate and birth certificate. The Board shall have a reasonable period of time within which to collect and assimilate all required documents and information necessary to issue a medical license. If, after submitting an application for medical license, an applicant has failed to respond or make a good faith effort to pursue licensure for a period of three (3) months, the application will be considered null and void, and applicant will have to reapply for licensure, including, but not limited to, all fees, application, certifications, and references. Additionally, if after one year from the date of receipt of application, applicant has not received a medical license, the application will be considered null and void, and applicant will have to reapply for licensure, including, but not limited to, all fees, application, certifications, and references. Under no circumstances will the one year time limit be waived.

Once an application has been submitted, the application progress may be reviewed online by going to <http://www.msbml.ms.gov>. Select "Apply for Initial Medical License", then click on "Check the status of your initial licensure application." Refrain from calling the office for updates as this will delay processing of applications. Questions regarding applications should be directed to the licensing professionals at the following email addresses. If last name begins with:

A-F: licofficer1@msbml.ms.gov

G-N: licofficer3@msbml.ms.gov

O-Z: licofficer2@msbml.ms.gov

PLEASE NOTE: The Board accepts as primary source verification the Federation Credentials Verification Service (FCVS) which is received from the Federation of State Medical Boards (FSMB). For additional information on this service, please contact FSMB at <http://www.fsmb.org>.

Items submitted by the applicant

Submit the following items upon completion of online application. All documents received become the property of the Board and *will not* be returned.

- (A) **Birth Certificate.** Applicant shall submit a certified copy or notarized (see notary guide) copy of original birth certificate or other certification. In the event the name of the applicant differs from the name reflected on the applicant's birth certificate or other certification, the applicant shall submit evidence satisfactory to the Board that establishes the true identity of the applicant (legal name change, marriage certificate, divorce decree, etc.)
- (B) **Medical School Diploma.** Applicant shall submit a copy of original medical school diploma.
- (C) **Driver's License.** Applicant shall submit a copy of current driver's license.
- (D) **Foreign Language Documents.** Any document required to be submitted to the Board by an applicant which is not in the English language must be accompanied by a certified translation thereof into English by a recognized translator. The Board will accept a notarized (see notary guide) copy of certified translation.
- (E) **Affidavit and Perpetual Release Form.** Applicant shall read carefully the oath of the truthfulness of

information supplied in this form which gives consent to release information to and from the Board. Applicant must sign and notarize (see notary guide) this form. A copy of this form must be included with each hospital privilege form and each malpractice form that is sent to a hospital or insurance carrier. The original "Affidavit and Perpetual Release Information" form must be returned to the Mississippi State Board of Medical Licensure.

- (F) **Photograph.** Applicant must attach a photograph taken within the last sixty (60) days of the date of affidavit. This should be a wallet-size, passport-type photograph attached to the affidavit and release form. Informal snapshots, colored paper photos or computer generated photos will not be accepted.

Verifications requested by the applicant

Duplicate as many copies of each appendix as you need. Primary source verifications are required. These verifications will be accepted only if sent directly from the institution to the Board. Do not have the institutions send verifications back to the applicant. Board policy requires original documents from primary source. Verifications may be returned to the Board via U.S. Postal Service or email. International medical schools must return via mail; emails from out of the country and faxes are not acceptable.

- (A) **Appendix A.** Applicant shall send this form to each medical school attended and request the medical school to forward the completed form to the Board.
- (B) **Appendix B.** Applicant shall send this form to the institution where he/she completed his/her internship, residency and/or fellowship and request the institution to forward the completed form to the Board.
- (C) **Appendix C.** Applicant must account for all time since graduation from medical school. All activities following medical school and training must be accounted for. Each activity must be verified by the institution. Applicant shall send this form to the institution where activities were performed.
- (D) **Appendix D.** Applicant must complete top portion and forward one to each state in which he/she holds or has held a license to practice medicine. Include temporary, limited, restricted, revoked, active and inactive licenses.
- (E) **Appendix E.** Applicant shall make copies from original and forward to each hospital where he/she holds or has held staff privileges. This form will be accepted only if sent directly from the hospital to the Mississippi Board. Do not have the hospital send this form back to you.
- (F) **Examination and Board Action History Report.** If applicant took the FLEX, SPEX, or USMLE, applicant must request a transcript from the Federation of State Medical Boards to be sent to the Board at <http://www.fsmb.org/transcripts.html>.
- (G) **NBME Certification.** If applicant is a Diplomate of the National Board of Medical Examiners (NBME), applicant must request a transcript of certification to be sent to the Board at <http://www.nbme.org/programs-services/medical-students/tabs/certifications-transcripts.html>.

NOTE: *Only* those applicants who either passed the former NBME Parts or a combination of NBME Parts and USMLE Steps should request this transcript. Those applicants who passed *only* the USMLE Steps must contact the Federation of State Medical Boards as indicated in item "F".

- (H) **NBOME Certification.** If applicant is a Diplomate of the National Board of Osteopathic Medical

Examiners(NBOME), applicant must request a transcript to be sent to the Board at <http://www.nbome.org/>.

- (I) **State Board Examination.** Any applicant who took a state board examination prior to March 1973 must request copies of his/her examination from the state in which he/she took the examination to be sent to the Board.
- (J) **LMCC Certification.** If applicant took the Licentiate of the Medical Council of Canada (LMCC), applicant must request a statement of registration to be sent to the Board at <http://www.mcc.ca/english/registration/statements.html>.
- (K) **ECFMG Verification.** If applicant is a graduate of an international medical school, applicant must request a status report from the ECFMG at <https://cvsonline2.ecfmg.org/>.
- (L) **Military Records.** If applicant has ever served in any branch of the military, applicant must request a DD214 Form or its equivalent to be sent to the Board at <http://www.archives.gov/veterans/military-service-records/get-service-records.html>. The Board will accept a notarized (see notary guide) copy of DD214 Form from the applicant.

Note: Prior to the issuance of, or reinstatement of a license, any physician, osteopathic physician, or podiatrist who has not actively practiced for a three (3) year period shall be required to participate in a Board approved physician assessment program and/or clinical skills assessment program to assure post-licensure competency.

A physician shall be deemed to have not “actively” practiced medicine if during said three (3) year period the physician has not treated any patients for remuneration, other than friends and family.

This section excludes those physicians, osteopathic physicians, or podiatrists who perform charity work or work in research.

1. The Board endorses, for the purpose of reciprocity, licenses to practice medicine obtained in most states by written examination prior to March 8, 1973. All applicants for medical licensure by reciprocity who took the FLEX between March 8, 1973, and January 24, 1985, must have passed the FLEX taken in one three-day sitting with a weighted average of 75 or higher in order to obtain licensure in Mississippi. The Board will not accept scores of more than one administration of the FLEX which have been combined (factored) to provide a FLEX weighted average of 75 or higher. The Board may make an exemption to the weighted average of 75 if the applicant has completed an approved residency program and is currently board certified by a specialty board recognized by the American Board of Medical Specialties or the American Osteopathic Association.
2. The Board may grant a license by reciprocity to a graduate of a foreign medical school who was licensed in another state by written examination prior to March 8, 1973, if he is certified by an American Board of Medical Specialties. The applicant must present verification from the specialty board stating he is currently certified and comply with all other licensure requirements for foreign medical graduates.
3. Those doctors of osteopathic medicine who graduated prior to June 1, 1973, and who make application for licensure by reciprocity with another state will be considered only if they took and passed the same written licensure examination given in that state at that time to graduates of medical schools. A statement to this effect must be obtained from that licensing board.
4. The Board may affiliate with and recognize for the purpose of waiving examination and may grant licenses to Diplomats of the NBME; on or after February 13, 1973, to Diplomats of the NBOME and licentiates of the Medical Council of Canada. If a Diplomat of the NBME or NBOME, the applicant must obtain certification from that Board. If seeking endorsement with the Medical Council of Canada, the applicant must obtain a Certificate of Standing.
5. From and after January 24, 1985, an applicant for medical licensure by reciprocity must have passed both Components I and II of the FLEX with a score of 75 to be considered the passing grade for each component.
6. From and after June, 1994, the Board shall endorse, for the purpose of reciprocity, licenses to practice medicine from applicants who have successfully taken Steps 1, 2 and 3 of the United States Medical Licensing Examination (USMLE).
7. After the FLEX and examinations administered by the NBME have been phased out, the Board will accept passing scores for the following combinations of the FLEX, NBME and USMLE examinations:

EXAMINATION SEQUENCE	ACCEPTABLE COMBINATIONS
NBME Part I <i>plus</i> NBME Part II <i>plus</i> NBME Part III	NBME Part I or USMLE Step 1 <i>plus</i> NBME Part II or USMLE Step 2 <i>plus</i> NBME Part III or USMLE Step 3
FLEX Component I <i>plus</i> FLEX Component II	FLEX Component I <i>plus</i> USMLE Step 3 <i>or</i> NBME Part I or USMLE Step 1 <i>plus</i> NBME Part II or USMLE Step 2 <i>plus</i> FLEX Component II
USMLE Step 1 <i>plus</i> USMLE Step 2 <i>plus</i> USMLE Step 3	

8. In addition to the above requirements for licensure by reciprocity and/or endorsement, an individual shall meet the following requirements:
- a. Applicant must be twenty-one (21) years of age, of good moral character.
 - b. Present a diploma from a reputable medical college or college of osteopathic medicine, subject to the following conditions:
 - i. Any diploma or other document required to be submitted to the Board by an applicant which is not in the English language must be accompanied by a certified translation thereof into English.
 - ii. If the degree is from a medical college or a college of osteopathic medicine in the United States or Puerto Rico, the medical college must be accredited by the Liaison Committee on Medical Education (LCME), a Joint Committee of the Association of American Medical Colleges (AAMC) and the American Medical Association (AMA) or the College of Osteopathic Medicine must be accredited by the American Osteopathic Association (AOA).
 - iii. If the degree is from a Canadian medical school, the school must be accredited by the Liaison Committee on Medical Education (LCME) and by the Committee on Accreditation for Canadian Medical Schools, as sponsored by the Canadian Medical Association and Association of Canadian Medical Colleges.
 - iv. If the degree is from a foreign medical school, applicant must either (i) possess a valid

certificate from the ECFMG or (ii) document successful completion of a Fifth Pathway program and be currently Board Certified by a Specialty Board recognized by the American Board of Medical Specialties or the American Osteopathic Association.

- c. If a graduate from a medical college or college of osteopathic medicine in the United States, Canada or Puerto Rico, applicant must present documentation of having completed at least one (1) year of postgraduate training in the United States accredited by the Accreditation Council for Graduate Medical Education (ACGME) or by the AOA; or training in Canada accredited by the Royal College of Physicians and Surgeons.
- d. If a graduate from a foreign medical school, applicant must present documentation of having completed either (i) three (3) or more years of ACGME-approved postgraduate training in the United States or training in Canada approved by the Royal College of Physicians and Surgeons or (ii) at least one year of ACGME-approved postgraduate training in the United States or training in Canada approved by the Royal College of Physicians and Surgeons, be currently Board certified by a Specialty Board recognized by the American Board of Medical Specialties or the American Osteopathic Association and will be based upon approval by the Mississippi State Board of Medical Licensure.
- e. An applicant who otherwise possesses all of the qualifications for licensure by reciprocity/endorsement, but has not taken a medical proficiency examination or licensure examination within ten (10) years prior to filing his or her application, must pass the Special Purpose Examination (SPEX)* unless the applicant:
 - i. Submits satisfactory proof of current certification by an American Board of Medical Specialties or American Osteopathic Association approved specialty board; or
 - ii. Submits proof that the applicant's sole purpose for seeking licensure is to serve as the Dean, Chairman of the Department or Faculty of the University of Mississippi School of Medicine. In such case, a license shall remain in effect so long as licensee is a member of the faculty of the University School of Medicine.
- f. Present certified copy of birth certificate or notarized copy of passport.
- g. Present copy of current driver's license.
- h. Must submit an application for medical license on a form supplied by the Board, completed in every detail with a recent passport type photograph attached.
- i. Submit \$550.00 licensure fee. \$250 of the licensure fee is a non-refundable filing fee.
- j. Must appear for a personal interview in the office of the Mississippi State Board of Medical Licensure; successfully complete the Board's jurisprudence examination; and submit for a criminal background check.

* **SPEX (SPECIAL PURPOSE EXAMINATION) is a cognitive examination assisting licensing jurisdictions in their assessment of current competence requisite for general, undifferentiated medical practice by physicians who hold or have held a valid license in a U.S. jurisdiction. SPEX is made available through the Federation of State Medical Boards of the United States, Incorporated.**

- k. Graduates of foreign medical schools seeking licensure by reciprocity or endorsement via Fifth Pathway Programs will be considered on an individual basis.
9. Upon submission of an application for licensure to the Board, the applicant shall promptly provide all information deemed necessary by the Board to process the application, including, but not limited to certification of graduation from medical school, photograph of applicant, internship certificate and birth certificate. The Board shall have a reasonable period of time within which to collect and assimilate all required documents and information necessary to issue a medical license. If, after submitting an application for medical license, an applicant has failed to respond or make a good faith effort to pursue licensure for a period of three (3) months, the application will be considered null and void, and applicant will have to reapply for licensure, including, but not limited to, all fees, application, certifications, and references. Additionally, if after one year from the date of receipt of application, applicant has not received a medical license, the application will be considered null and void, and applicant will have to reapply for licensure, including, but not limited to, all fees, application, and certifications. Under no circumstances will the one year time limit be waived.